

GENERAL, ADMINISTRATIVE, AND MISCELLANEOUS1-7. Personnel Actions

1. **AUTHORITY. To:**
 - a. Negotiate and enter into agreements with bargaining units on local impact, implementation, and substance;
 - b. Make shortage determinations for payment of travel and transportation to first duty station for new appointees;
 - c. Authorize dual employment (payment for more than one position) for more than 40 hours per week when required services cannot otherwise be readily obtained;
 - d. Approve training plans which substitute intensive training for qualifications standards (Qualification Standards for General Schedule Positions), e.g., upward mobility plans;
 - e. Approve long-term training for regional/field employees in excess of 120 consecutive days or participation in federally administered training and development programs when available spaces are limited;
 - f. Waive 1-in-10 restriction for regional/field employees on non-government training in those situations covered by the agency's delegated authority;
 - g. Authorize paid recruitment advertisement for national publication, in coordination with the National Recruitment Program Staff;
 - h. Authorize payment of travel expenses for pre-employment interviews.
2. **TO WHOM DELEGATED.** Human resources officer, Mission Support Division.
3. **LIMITATIONS.** This authority does not apply to those personnel actions covered under Section 6(a)7 of the Inspector General Act of 1978, as amended by the Inspector General Act Amendments of 1988, except to the extent the Inspector General delegates his/her authority to the U.S. Environmental Protection Agency.
4. **REDELEGATION AUTHORITY.**
 - a. These authorities may not be redelegated further.
 - b. An official who redelegates an authority retains the right to exercise or withdraw the authority. Redelegated authority may be exercised by any official in the chain of command down to the official to whom it has been specifically redelegated.

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5. **ADDITIONAL REFERENCES.** None.



Debra H. Thomas
Acting Regional Administrator

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Date